

# **Military Deployment Coordination Procedures Guide**

# What is the Military Deployment Coordination Procedures Guide?

- FHWA has been working closely with Military Traffic Management Command Transportation Engineering Agency (MTMCTEA) to support military mobilization
- Principal objective – to ensure states have adequate coordination procedures to support military deployments while managing civilian traffic during national security emergencies
- Purpose – to assist states in developing and/or updating their emergency operations plans

## Evolution of the Guide

- Interim version based on review of literature, guidance manuals, key interviews and a tabletop exercise in March 2002 in Texas.
- A series of similar research techniques and tabletop exercises will be conducted during CY2002-2003 to refine the Guide.
- Final version of the Guide expected in 2004.

# Organization of the Guide

- Chapter 1 – General overview of changing nature of the military mission and the need for rapid military deployments
- Chapter 2 – Overview of the roles of the six key agencies and organizations with significant responsibility in deployments
- Chapter 3 – Typical activities and considerations to prepare and implement a major deployment, along with self-assessment questions
- Chapter 4 – Five-step framework for developing or updating a set of procedures or plans
- Chapter 5 – Detailed examination of challenging circumstances and mitigation options
- Appendices – Includes key terms, acronyms, references, and detailed section on military convoy operations

# **Chapter One - Introduction to Current Military Deployment Concepts**

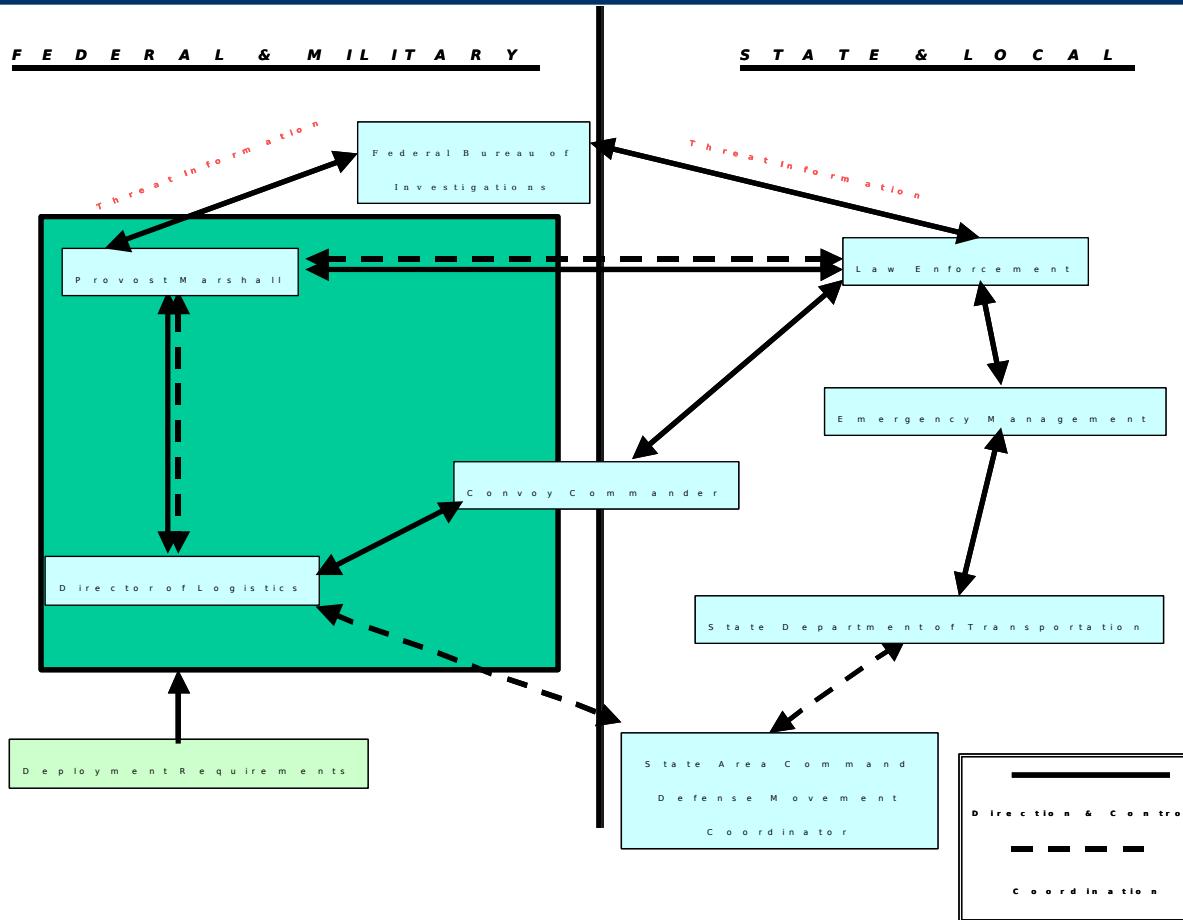
# Current Military Deployment Strategy

- Changed from a forward-deployed force located world-wide to a power projection force based mainly in the US
- Requires mobility readiness to project the following forces rapidly:
  - A light brigade in four days (3,500 personnel)
  - A heavy brigade afloat in 15 days (5,000 personnel)
  - A light division in 12 days (10,000 personnel)
  - Two heavy divisions in 30 days (30,000 personnel)
  - A five-division contingency corps in 75 days (65,000 personnel)
- Smaller forces would be deployed by air (APOE), while larger forces would be deployed by sea (SPOE)
- Movements by sea require a large number of vehicles and equipment to move from a military installation to a SPOE by either railcar or by convoys on public road

# Federal and Military Threat Levels and Advisory Systems

Federal Alert System	Increasing Severity				
	Green	Blue	Yellow	Orange	Severe
Low	Refine and exercise preplanned protective measures (PMs)  Ensure personnel receive training on HSAS and agency-specific protective measures  Assess facilities regularly for vulnerabilities and take measures to reduce them	Check communications with designated emergency locations  Review and update emergency response procedures  Provide the public with necessary information	Increase surveillance of critical locations  Coordinate emergency plans with nearby jurisdictions  Assess protective measures within the context of current threat information  Implement, as appropriate, contingency and emergency response plans	Coordinate necessary security efforts with armed forces or law enforcement agencies  Take additional precaution at public events  Prepare to work at an alternate site or with a dispersed workforce  Restrict access to essential personnel only	Facility security forces on a high state of alert  Access to facilities may be restricted to authorized personnel  Close inspection of credentials will be required
Normal	Standard military facility operations	Possible danger to facilities and personnel  Limited noticeable effect to normal operations  May be the default level of facility security	Increase visibility of security personnel		
Guarded			Elevated		
Alpha				High	
Bravo					Charlie
Severe					

# Deployment Coordination and Communication



# **Chapter Two - Roles and Responsibilities of Key State and Local Agencies During Military Deployments**

# State Department of Transportation (SDOT)

- SDOT responsibilities in a deployment include:
  - Issue the correct permits to the military for vehicles using the State roadway system ( ex. overweight/ oversize vehicles)
  - Provide operational information to the DMS about special traffic advisories, construction work zones restrictions or closures, conditions at public rest areas/refueling locations, incidents that may affect convoy timeliness, and the locations and times of recurring traffic congestion.
  - Assess and monitor traffic capacity and operations on designated or preferred deployment routes

# State Department of Public Safety (DPS) and Law Enforcement Agencies

- State DPS/Law Enforcement responsibilities include:
  - Ensuring the convoys are not creating a safety hazard to civilian traffic or themselves due to unsafe practices;
  - Providing convoy movement control when requested by the military, (ex. convoy escort through congested areas, traffic signal controls);
  - Coordinating with state or regional DOT Operations Centers;
  - Providing convoy accident or incident assistance;
  - Assisting with public relations and public information;
  - Providing reroute or detour recommendations; and
  - Relaying communications between the convoy commanders and their military movement control centers through state, regional or local law enforcement dispatch centers.
- Local Law enforcement provide similar support within their jurisdictions.

# Emergency Management Agencies

- Emergency Management Agencies responsibilities include:
  - Monitoring general conditions affecting public safety;
  - Coordinating emergency response actions involving the convoys;
  - Providing communications support for Law Enforcement, Fire, HAZMAT and EMS operations in relation to convoy operations;
  - Assisting with public relations and public information; and
  - Providing resources in support of emergency responses and recovery.

# State Defense Movement Coordinator (DMC)

- DMC responsibilities include:
  - Operating the State Movement Coordination Center(SMCC) for the purpose of receiving and approving convoy movements on public highways. Within the SMCC, requests for convoy movements will be verified, scheduled and conflicting movement requests will be reconciled;
  - Completing any cross-state coordination as required;
  - Establishing a liaison position at the military installation if the movements are large-scale;
  - Managing convoys through an automated system called the Mobilization Movement Control System(MOBCON); and
  - Providing a Convoy Movement Order (CMO) for all convoys that comply with civil laws and military regulations.

# Military Deploying Installation Offices

- **Directorate of Logistics (DOL)** – responsible for planning convoy routes in advance of movements.
- **Provost Marshal (PM)** – responsible for coordinating civilian law enforcement support to convoy operations.
- **Convoy Commander** – has overall responsibility for the control of the convoy.
- **Public Affairs Office (PAO)** – acts as the single point of contact for deployment information that is available for public release.

# Commercial SPOEs (or Other Destinations)

- **Military Traffic Management Command Transportation Battalions (MTMC TBN)** – responsible for ensuring the equipment to be convoyed to a SPOE is best configured to be loaded onto the ship.
- **Port Support Activity (PSA)** – responsible for obtaining lodging and return transportation for convoy drivers and assistants, ensuring the equipment is marked, labeled and prepared for loading; and communicating changes in port status to TBNs.
- **Military Sealift Command (MSC)** – responsible for ensuring that vessels are arriving to meet the deploying units at the port by the time specified.
- **Commercial Port Owner/Operator** – responsible for ensuring areas designated as reserved space for military operations are cleared prior to the scheduled convoy arrival time.

# **Chapter Three - Typical Military Deployment Movements on Public Roads**

# Military Road Deployment Concepts

- Civil highway authorities set limits on vehicle weight, length, width, and height to ensure the safety of the highway user and to preclude damage to the infrastructure.
- DOD policy states that no vehicle movement that exceeds legal limitations or regulations, or that subjects highway users to unusual hazards, will be made without permission from State, local and/or toll authorities.
- During emergencies, permit requests may be made by the most expeditious means of communication available. Convoys and oversize/overweight moves must be coordinated with civil authorities to ensure the selected routes are passable. These moves may be made without prior written permits; however, all requests should later be confirmed in writing.

# Military Road Deployment Concepts (cont.)

- Mission , threat, troops, terrain, and time available set the specific planning factors and influence how the convoy will be operated and controlled. These, along with many other considerations, can be addressed in overall State and local plans.
- Specifics such as types of loads, number and types of vehicles, oversized vehicle dimensions and weather conditions should also be addressed in each individual convoy planning process.
- Convoys need to arrive at a particular location at a specified time. Time and distance factors are used to perform calculations for planning highway movements.

# Major Phases of a Typical Military Deployment

- Warning Order
  - Formal mechanism used to alert military
  - No special concerns for state agencies
- Notice to Deploy
  - Formal deployment notification - includes types of units, destination and specific time to reach destination
  - Creates a time-sequence (N-hour)
  - SDOT has primary role in processing permit requests
- Convoy Deployments
  - While moving, convoys are subject to different jurisdictional authorities, and vulnerability is increased
  - State agencies need to alert their 24/7 POCs that deployments are underway

# State Agency Checklists for Typical Military Deployments

## State Agency Military Convoy Deployment Checklist

### Agency Preparation for Convoy Movement

State DOT  
State DPS  
Emergency Management  
State DMC

#### General Questions

On what dates will the convoy(s) depart the military installation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What is the origin and destination of the convoy(s)? Final destinations, interim locations or highway junctions?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will the convoys be moving: <ol style="list-style-type: none"><li>1. At night only? daylight only? Around the clock?</li><li>2. During rush hour in or near major metropolitan areas?</li><li>3. Through other states?</li></ol>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What is the general threat condition level?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the convoys carrying hazardous material or ammunition?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What is the weather forecast during the deployment period? (Clear, floods, heavy rains, fog)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do I need to increase staff levels to assist these deployment operations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What is the impact of the increased workload of commercial transport units, SDOT permit offices, and DMC/DOL personnel when transporting military equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Will the deployment require support from the state emergency operations center?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Have plans and coordination procedures been updated and recently tested?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# **Chapter Four - Recommended Coordination Procedures**

# Developing Coordination Procedures

- Effective deployment procedures will result in:
  - Well-developed relationships among key agencies and jurisdictions;
  - A shared vision among operators and service providers for military deployment activities;
  - A means of testing and verifying performance; and
  - Confidence and trust among agencies to be able to support military missions during emergencies.

## Action Steps for Developing Coordination Procedures

- Step 1 – Getting Started
- Step 2 – Gather Data/ Identify Needs and Support Services
- Step 3 – Agency Interactions and Preliminary Coordination Procedures
- Step 4 – Verify Coordination Procedures
- Step 5 – Finalize Coordination Procedures

# **Chapter Five – Special Considerations & Appendices**

## Chapter Five - Special Considerations

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- Communication and Technical Systems
- Intelligent Transportation System
- Emergency Operations Center (EOCs)
- Force Protection

# Appendices

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- Key Terms, Acronyms and References
- Detailed Military Convoy Information
- Military Installation Matrix - Power Projection Platforms (PPP)

## For more information...

- Obtain a copy of the Military Deployment Coordination Procedures Guide for State Agencies (Interim Version)
  - Available at  
[http://www.ops.fhwa.dot.gov/emp/national\\_security\\_coordination.htm](http://www.ops.fhwa.dot.gov/emp/national_security_coordination.htm)
  - Remember to check for revised versions